

Village of Cleveland VFW CLUBHOUSE REGULATIONS

Name _____ Contact Phone _____

Address _____ Organization _____

_____ Date(s) Reserved _____

Rental Fee: \$200/day, 6 AM to 12 Midnight (\$100 refundable)

Hourly Fee: \$60 for first hour (\$40 refundable), \$20 each hour thereafter, 3 hour minimum, Monday thru Thursday only

This document and all fees must be received in the Clerk's Office to receive keys.

1. You are responsible to supply hot pads, serving utensils, dish cloths and towels, and dish detergent.
2. The Village will supply the following items: broom, mop, wash bucket, bathroom products, and garbage and recycling bags. The bags should be tightly closed and may be left in the building for removal by the Dept. of Public Works.
3. No decorating activities will be allowed prior to the rental date.
4. All decorations must be removed and cleaning completed prior to leaving at the end of the rental period.
5. All activities are subject to Village ordinances, including noise.
6. Any and all damages to the building or its contents will result in the forfeit of your deposit.
7. The person, persons, or organization renting the building will be responsible for any damage or ordinance violations taking place during the rental.
8. No fireworks, campfires or fire pits.
9. No smoking.
10. No outdoor camping, recreational vehicles, or camper trailers.
11. No pets in the building, other than service animals.
12. A reasonable attempt should be made to return tables and chairs to their original locations.
13. Securely lock all doors, turn off the lights, and lower the heat to 50 degrees upon exiting the premises.

I have read the regulations and understand and agree to pay for any damage arising from the use of the building. It is also understood and agreed that if I fail to clean up properly, or if the key is lost or not returned timely, the deposit fee will not be returned.

**The Village does not supply liability insurance for events and activities
in the care, custody and control of the applicant.**

I agree to pick up the key no sooner than 24 hours prior to my event, or the Thursday before a weekend event, and return the key either in the Village Hall drop box or at the Clerk's Office no later than 24 hours after my event.

Signature _____ Date _____

To Be Completed By Public Works Staff

Park inspected by _____ Inspection date _____

Inspection notes _____

To Be Completed By Director of Public Works

I have reviewed the inspection notes and authorize the release of _____ of the security deposit.

Date _____ Initials _____